

Cyngor Sir Powys County Council

Impact Assessment (IA)

The integrated approach to support effective decision making



This **Impact Assessment (IA)** toolkit, incorporating Welsh Language, Equalities, Well-being of Future Generations Act, Sustainable Development Principles, Communication and Engagement, Safeguarding, Corporate Parenting, Community Cohesion and Risk Management, supporting effective decision making and ensuring compliance with respective legislation.

Please read the accompanying guidance before completing the form.

Draft versions of the assessment should be watermarked as “Draft” and retained for completeness. However, only the final version will be made publicly available. Draft versions may be provided to regulators if appropriate. In line with Council policy IAs should be retained for 7 years.

Service Area	PPPP	Head of Service	Ken Yorston	Strategic Director	Nigel Brinn	Portfolio Holder	Cllr Martin Weale
Proposal	PP03 – Income generation by the Planning Policy Service						
Outline Summary / Description of Proposal							
<p>The Planning Policy Service is not able to charge for the statutory duties that it undertakes on behalf of the Authority, however there is potential to generate an income by providing and charging for professional planning advice to:</p> <ol style="list-style-type: none"> Other service areas within the authority to support corporate priorities, such as the Council house-building programme, property investment / development opportunities, development management, or the Growing Mid Wales / Growth Deal; and to Other authorities currently engaged in development plan preparation who require additional professional planning expertise. <p>The opportunity to generate an income is only considered possible in the short intervening period between the adoption of the first Local Development Plan (LDP) in April 2018 and the commencement of a replacement LDP anticipated in 3-4 years.</p> <p>Unless income generation is pursued, a reduction in the planning policy budget of 21% will leave no option other than to make additional staff posts redundant with potential significant impacts on statutory duties. With fewer posts, the ability to generate income would not be possible either.</p>							

1. Profile of savings delivery (if applicable)

2018-19	2019-20	2020-21	2021-22	2022-23	TOTAL
£ tbd	£52,000	0	0	(Note: Replacement LDP to commence)	£52,000 (i.e. £52,000 per annum target)

2. Consultation requirements

Consultation Requirement	Consultation deadline	Feedback considered
No consultation required (please provide justification)	Justification – Staff within the team are fully informed and are aware of the need to generate income.	No

3. Version Control (services should consider the impact assessment early in the development process and continually evaluate)

Version	Author	Job Title	Date
PP3V.1	Peter Morris	Professional Lead – Planning Policy	4-6-18

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4. Impact on Other Service Areas

Does the proposal have potential to impact on another service area? (Including implication for Health & Safety and Corporate Parenting)			
PLEASE ENSURE YOU INFORM / ENGAGE ANY AFFECTED SERVICE AREAS AT THE EARLIEST OPPORTUNITY			
Any work undertaken for other services areas is likely to have a positive impact for those service areas because it will be providing them with additional professional planning support and Council-wide expertise e.g. Development Management, Council Housing, Property, Regeneration.			
The greatest potential impact will be on the planning policy service itself because supporting others must be managed with the service's on-going statutory requirements. Refer to risk section below.			
Service Area informed:	N/A	Contact Officer liaised with:	N/A
Mitigation			
N/A			

5. How does your proposal impact on the council's strategic vision?

Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
The Economy We will develop a vibrant economy	<p><u>Work undertaken for internal services</u> will support the economy e.g. supporting development management, Council Housing, property all leads to development and commercial opportunities.</p> <p>Work undertaken to <u>support other authorities</u> is not likely to have a significant direct impact on the Powys economy, but has the potential to support the economy of Wales.</p>	Good	No additional mitigation proposed	Good
Health and Care We will lead the way in effective, integrated rural health and care	Depending on which service area is being supported and the work being undertaken, it may be possible to contribute to this priority.	Neutral	No additional mitigation proposed	Neutral

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Council Priority	How does the proposal impact on this priority?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Learning and skills We will strengthen learning and skills	By supporting other services, the potential exists to share and learn new skills with others.	Good	No additional mitigation proposed	Good
Residents and Communities We will support our residents and communities	By supporting others, there is a potential to impact on the planning policy service provided to the residents and communities of Powys. Supporting other internal services will potentially improve the authority's support for residents and communities.	Poor	Ensure website provides as much information as possible. Monitor position e.g. increase in complaints.	Neutral

Source of Outline Evidence to support judgements
Officer assessment of impacts provided.

6. How does your proposal impact on the Welsh Government’s well-being goals?

Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A prosperous Wales: An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change); and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	Work undertaken for internal services will support the economy e.g. supporting development management, Council Housing, property all leads to development. Work undertaken to support other authorities is not likely to have a significant direct impact on the Powys economy, but has the potential to support the economy of Wales.	Good	No additional mitigation proposed	Good
A resilient Wales: A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	As planning policy professionals, our support and advice will always adhere to this goal. Depending on which service area is being supported and the work being undertaken, it may be possible to contribute to this goal.	Good	No additional mitigation proposed	Good
A healthier Wales: A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.	Depending on which service area is being supported and the work being undertaken, it may be possible to contribute to this goal.	Neutral	No additional mitigation proposed	Neutral
A Wales of cohesive communities: Attractive, viable, safe and well-connected Communities.	Depending on which service area is being supported and the work being undertaken, it may be possible to contribute to this goal.	Good	No additional mitigation proposed	Good

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Well-being Goal	How does proposal contribute to this goal?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
A globally responsible Wales: A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.	As planning policy professionals, our support and advice will always adhere to this goal in pursuit of the sustainable development principles.	Good	No additional mitigation proposed	Good
A Wales of vibrant culture and thriving Welsh language: A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.				
<i>Opportunities for persons to use the Welsh language, and treating the Welsh language no less favourable than the English language</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Opportunities to promote the Welsh language</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Welsh Language impact on staff</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>People are encouraged to do sport, art and recreation.</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
A more equal Wales: A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).				
<i>Age</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Disability</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Gender reassignment</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Marriage or civil partnership</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Race</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Religion or belief</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Sex</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Sexual Orientation</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral
<i>Pregnancy and Maternity</i>	Unlikely to contribute directly to this goal.	Neutral	No additional mitigation proposed	Neutral

Source of Outline Evidence to support judgements
Officer assessment of impacts provided.

7. How does your proposal impact on the council's other key guiding principles?

Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Sustainable Development Principle (5 ways of working)				
Long Term: <i>Looking to the long term so that we do not compromise the ability of future generations to meet their own needs.</i>	As planning policy professionals, our support and advice will always adhere to this goal.	Very Good	No additional mitigation proposed	Very Good
Collaboration: <i>Working with others in a collaborative way to find shared sustainable solutions.</i>	By supporting others, the service will be applying this principle.	Very Good	No additional mitigation proposed	Very Good
Involvement (including Communication and Engagement): <i>Involving a diversity of the population in the decisions that affect them.</i>	The extent of involvement undertaken will be a matter for the commissioning service.	Neutral	No additional mitigation proposed	Neutral
Prevention: <i>Understanding the root causes of issues to prevent them from occurring.</i>	Depending on the work being undertaken, this principle will be applied.	Good	No additional mitigation proposed	Good
Integration: <i>Taking an integrated approach so that public bodies look at all the well-being goals in deciding on their well-being objectives.</i>	In supporting others, an integrated approach will be undertaken	Good	No additional mitigation proposed	Good
Preventing Poverty: Prevention, including helping people into work and mitigating the impact of poverty.	Unlikely to directly impact on this principle	Neutral	No additional mitigation proposed	Neutral

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Principle	How does the proposal impact on this principle?	IMPACT Please select from drop down box below	What will be done to better contribute to positive or mitigate any negative impacts?	IMPACT AFTER MITIGATION Please select from drop down box below
Unpaid Carers: Ensuring that unpaid carers views are sought and taken into account	Unlikely to directly impact on this principle	Neutral	No additional mitigation proposed	Neutral
Safeguarding: Preventing and responding to abuse and neglect of children, young people and adults with health and social care needs who can't protect themselves.	Unlikely to directly impact on this principle	Neutral	No additional mitigation proposed	Neutral
Impact on Powys County Council Workforce	<p>Undertaking work for other service areas will assist the workforce in other service areas by providing them with professional planning expertise.</p> <p>It will safeguard an experienced team of planning policy staff in readiness for the ongoing review and preparation of a replacement development plan to meet legislative requirements.</p> <p>However, supporting other services may impact positively or negatively upon individual staff within the planning policy team e.g. workload management may increase.</p>	Neutral	No additional mitigation proposed	Neutral
Source of Outline Evidence to support judgements				
Officer assessment of impacts provided.				

8. Achievability of proposal?

Impact on Service / Council	Risk to delivery of the proposal	Inherent Risk
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Medium	Medium	Medium
Mitigation		
The planning policy service has not previously sought to generate an income target so the achievement of the proposal is unknown. Assuming a future income target is set and not achieved, the only mitigation possible to meet a shortfall in budget would be to utilise an un-spent budget line if available or to make further posts redundant / reduce contracted hours. (See PP2 which proposes to make 1 x FTE Administrative Officer post redundant).		

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9. What are the risks to service delivery or the council following implementation of this proposal?

Risk Identified	Inherent Risk Rating	Mitigation	Residual Risk Rating
Planning policy service focus shifts to income opportunities and statutory core service duties (e.g. monitoring, housing land availability) may suffer / slip	Medium	<p>Prioritise planning policy service work first.</p> <p>Maintain existing staffing levels, but buy in / secure from elsewhere additional planning policy support if possible and budget allows.</p> <p>New ICT monitoring system being procured for Oct 2018 should increase monitoring efficiency.</p> <p>Training of planning policy staff e.g. GIS.</p>	Low
Ability to start a replacement LDP may take longer as the evidence base may not be as complete and as up to date as it would otherwise have been.	Medium	Seize joint working opportunities on evidence with others (internally or externally) if available. Note: this has not proven successful in the past despite our best endeavours.	Medium
	Choose an item.		Choose an item.
Overall judgement (to be included in project risk register)			
Very High Risk	High Risk	Medium Risk	Low Risk
		Yes	

10. Indicative timetable for actions to deliver change proposal, if approved

Action	Target Date	Outcome	Decisions made
Await Cabinet authorisation	30/6/18		
Develop / identify income opportunities	1/7/18		
Commence income opportunities	1/4/19		
Portfolio Holder decision required	Yes	Date required	
Cabinet decision required	Yes	Date required	30/6/18
Council decision required	No	Date required	

11. Indicative resource requirements (FTE) – link to Resource Delivery Plan

Support Requirements	2018-19				2019-20				2020-21			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
N/A												

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12. Overall Summary and Judgement of this Impact Assessment?

Outline Assessment (to be inserted in cabinet report)	Cabinet Report Reference:	
Income generation by the Planning policy service has the potential to impact positively on other service areas on an interim basis, but must be managed effectively so that it does not detrimentally impact upon the planning policy service during the current LDP monitoring period and the build-up to a replacement LDP.		

13. Is there additional evidence to support the Impact Assessment (IA)?

What additional evidence and data has informed the development of your proposal?
N/A

14. On-going monitoring arrangements?

What arrangements will be put in place to monitor the impact over time?
LDP Monitoring / evidence gathering Financial / income monitoring quarterly
Please state when this Impact Assessment will be reviewed.
The LDP's first Annual Monitoring Report (Oct 2019)

15. Sign Off

Position	Name	Signature	Date
Impact Assessment Lead:	Peter Morris		
Head of Service:	Ken Yorston		
Strategic Director:	Nigel Brinn		
Portfolio Holder:	CLr Martin Weale		

16. Governance

Decision to be made by	Cabinet	Date required	30/6/18
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FORM ENDS